Contract Name: Grizz Stewardship

Additional Information in the Development of Technical Proposals

The Region 6 Technical Proposal template is required to be used by Contractors in responding to the evaluation criteria and Quality Control Plan. The Technical Proposal is a word document to facilitate use by the contractor. Please enter your responses directly under each item in each section. This will assure requested information is present for all items in response to the solicitation. Contractors may submit Alternate Technical Proposals for this project. However, the Contractor must submit a Technical Proposal that addresses the evaluation criteria as stated in addition to submitting the alternate proposal.

The template provides prospective Offerors with additional information on how to develop their Technical Proposal and what specific items to address or emphasize. These items cover areas of special concern to the Forest Service and the community collaborative which has participated in the development of this project. The Technical Proposal template is a word document for use by the Contractor. Please enter your responses after each statement needing information or data.

Remember!

- What you put down in your Technical Proposal becomes a binding part of the Contract (see G.3.1.1 Inclusion of Technical Proposal in the contract). **Do not include items you do not intend to do!**
- It is understood that what is entered into the contractor's Technical Proposal may have a price tradeoff. The government is looking for the offer whose technical/price relationship is the most advantageous to the Government.

The Government intends to evaluate proposals and reserves the right to award a contract without discussions with offerors. Offers should be submitted initially on the most favorable terms, from a price and technical standpoint, which the Contractor can submit to the Government. The source selection procedure will begin with an initial review of the proposals and continue through a technical evaluation conducted by the Technical Evaluation Board (TEB). The TEB will rate the proposals based on the evaluation criteria identified above. The results of the TEB ratings will be presented to the Contracting Officer (CO). If necessary, the CO will make the price proposals available to the TEB. The CO will determine rankings of each offer and establish the competitive range. If it is determined that discussions are necessary, the TEB and the CO will initiate discussions (written and/or oral) with each offeror in the competitive range. At the conclusion of discussions held with those offerors within the competitive range, the CO shall review any revised proposals and information received from the offerors in response to a request for Final Proposal Revisions, and adjust evaluation ratings as appropriate, with assistance from the TEB, as needed. The CO's justification for award will be clear and unequivocal and will be made part of the official contract record. Award will be made to that offeror whose proposal is determined to be most advantageous to the Government, cost and other factors considered.

In addition to the number of paper copies of the Technical Proposal to be submitted, Contractors are also to send an electronic copy of their Technical Proposal to the Contracting Officer by the due date and time for proposals. The email address is Susan Rinke - srinke@fs.fed.us.

Contract Name: *Grizz Stewardship*

REGION 6 TECHNICAL PROPOSAL TEMPLATE FOR THE INTEGRATED RESOURCE TIMBER CONTRACT

PREPARED FOR THE THREE RIVERS RANGER DISTRICT COLVILLE NATIONAL FOREST

NOTE:
SUBMISSION OF PRICE AND TECHNICAL PROPOSALS ARE DUE BY
August 3, 2015 at 10:00 AM

Technical and Price Proposals are being submitted in response to the advertisement of the Grizz Stewardship Integrated Resource Contract advertised on June 22, 2015 in the *Statesman* Review. A Price Proposal is to be submitted on the enclosed "Offer For Integrated Resource Contract" form FS-2400-14BV.

I understand that the Grizz Stewardship Integrated Resource Contract will be awarded based on a Best Value determination. One award will be made to the Offeror whose technical/price relationship is the most advantageous to the Government.

This Technical Proposal, along with the FS-2400-14BV Price Proposal, constitutes a firm offer and binds this company to accept award under the terms of the sample contract, the offer form, and any of the accepted terms of this Technical Proposal.

_____
Name of Offeror

_____
By (signature)

_____
Date

Contract Name: Grizz Stewardship

COST/PRICE EVALUATION CRITERION. These criteria will (1) consider price reasonableness, and (2) be used to help determine the offerors' understanding of the work. The importance of cost/price may become greater as the differences between technical proposals decreases. Where Technical Proposals are determined to be substantially equal, any cost/price advantage to the Government may control award.

PRICE PROPOSAL

Price Proposal - complete, sign, and enclose form FS-2400-14BV.

TECHNICAL PROPOSAL

In preparing your Technical Proposal, the Contractor shall keep in mind the following End Results, specifications and objectives that shall be achieved in this contract.

LIST OF END RESULTS, SPECIFICATIONS AND OBJECTIVES TO BE MET WITH THE HOW-TO'S DESCRIBED BY THE CONTRACTOR IN THEIR TECHNICAL PROPOSAL	**Subdivisions**
Describe how you employ your equipment and personnel to meet the end result of reducing ladder fuels and increasing tree vigor to develop sustainable forest stands. Projects Number 002.	39, 40, 41, 46, 76, 77, 78, 79, 83, 84, 85, 88, 89, 90
Within your Technical Proposal, please describe methods and harvest systems designed to limit detrimental soil compaction, disturbance, and displacement to less than 20% of the subdivision, including temporary roads, skidroads/trails, and landings.	All subdivisions where you propose to use ground based equipment. Please list the subdivisions.

Except for Past Performance, the Offeror's Technical Proposal, as accepted by the Forest Service, will be incorporated into any resultant contract.

The Technical Proposal submitted shall not exceed 30 pages.

Contract Name: Grizz Stewardship

EVALUATION CRITERIA

Technical Proposals will be evaluated and ranked on the basis of the Evaluation Criteria listed below in (i), (ii), and (iii).

The Evaluation Criteria are listed in descending order of importance. All sub-factors listed under each evaluation criteria are approximately equal in importance.
All technical evaluation criteria when combined are of approximately equal value to cost or price.Local Area is defined as Stevens, Ferry, and Pend Oreille Counties ***(i) Technical Approach.*** The Government will evaluate each Offeror's technical approach on the basis of the following sub-factors which are approximately equal in importance.

(A) Plan of Operations. Offeror's who demonstrate a plan of operations for both product removal and stewardship project work, including its timeline (start and completion dates), and the rationale for work activities to ensure all contractual work will be completed by the contract termination date will rank 'Acceptable'.

Offers that show maximum removal and/or utilization of Grn Bio CV material will rank the highest. This can include utilization by a variety of businesses and facilities both inside and outside the defined 'Local Area'.

Offers that include agreeing to remove Timber Subject to Agreement material from National Forest lands as part of the awarded contract will rank the highest.

(B) Quality Control Plan and Safety. Offers that show a well-developed quality control plan and effective measures for ensuring the plan will be followed will rank the highest. This shall include both harvesting and the service type restoration work items (stewardship projects). Safety plans that discuss the multiple hazards inherent in forest work activities and provide adequate measures to mitigate the hazards will rank the highest. Safety Plans that include active involvement by the prime contractor and subcontractors will rank the highest.

(C) Supervision. Contract managers and on-the-ground supervisors with more than 3 years' experience, that show knowledge of the multiple stewardship activities and can demonstrate their ability to manage the multiple stewardship contracts and subcontractors, will rank the highest.

(D) Equipment. Offerors whose equipment has the capability and performance to achieve the **End Results** will rank the highest.

(E) Production Capability. Offeror's demonstrating a production capability to accomplish this contract within the time allowed will rank 'Acceptable'. Look at the whole picture.

(ii) Capability and Relevant Past Performance. The Government will evaluate each offeror's organizational experience on the basis of its breadth, its depth, and its relevance to the work that will be required under the contract. All sub-factors listed below are approximately equal in importance.

(A) Relevant Past Performance. Past performance is a measure of the degree to which the Offeror satisfied its customers in the past in the past 3 years and complied with Federal, state, and local laws and regulations.

Past performance will be evaluated on the following sub-factors:

1) Quality of Work
2) Customer Satisfaction
3) Timeliness of Performance
4) Business relations
5) Cost Control

In evaluating past performance, the Government will contact some or all of the references provided by the Offeror and other sources of information, including, but not limited to, Federal, state, and local government agencies, better business bureaus, published media, and electronic data bases.

Contractors with demonstrated knowledge and experience in the work to be completed, met specifications with few or no contract non-compliances or breaches, satisfied their customers, finished on time or ahead of time, maintained amicable communications with customer, exhibited flexibility, and completed the work at or below contract cost (assuming no changes in specifications), will be rated the highest.

It should be noted that a "Neutral" rating could be assigned to this Evaluation Criteria by the Evaluation Team. Offeror(s) that do not have a record of relevant past performance or information regarding past performance is not available, will be assigned a "Neutral" rating. Firms lacking a past performance record (e.g., new firms or those with no relevant experience within their organization) will be treated as an unknown performance risk, receiving a neutral rating in this criteria. A neutral rating will be established as the average of all other competing offerors, or the average of the total rating available, whichever is less. Contractors that fail to submit any past performance or relevant past performance will not be considered for award.

(B) Key Personnel. Key personnel who display significant, high quality knowledge and experience in the type of work to be performed will rank higher. Key personnel who display experience in the work to be completed will rank highest.

(C) Subcontractors. The Government will evaluate the organizational experience of the Offeror's proposed key subcontractors. Subcontractors who display significant, high quality past performance will rank higher.

(iii) Utilization of Local Workforce. The ability of Offerors to enhance local employment opportunities will be evaluated based upon the following sub-factors which are approximately equal in importance. "Place of operation" is defined as the Contractor's address for normally doing business on a year-to-year basis. Credit for recruitment, employment, or utilization of labor or subcontractors will be evaluated as follows:

1. Highest evaluated rating: Utilization of work force for at least 9 months each year, creating jobs, and maintaining infrastructure in the defined local area.
2. Secondary evaluated rating: Utilization of work force for at least 6 months each year, creating jobs, and maintaining infrastructure in the defined local area.
3. Lowest evaluated rating: Utilization of work force for less than 6 months each year, creating jobs, and maintaining infrastructure in the defined local area.

(A) Local Hires. Offerors who submit the greatest number of local hires residing in the defined local area will be given a higher rating.

(B) Prime Contractor. Offerors whose permanent place of operation is within the defined local area will be given a higher rating.

(C) Key Personnel. Key personnel who are from the defined local area and who display significant, high quality knowledge and experience in the type of work to be performed will rank higher.

(D) Subcontractors. Offerors who submit the greatest number of subcontractors having a permanent place of operation inside the defined local area will be given a higher rating.

(E) Benefit to Communities Within the Defined Local Area.

1. Delivery and Processing of Forest Products. Contractors who deliver forest products removed from the contract area to locations inside the defined local area which are also processed at manufacturing facilities inside the local area will be rated the highest. This will be monitored by the Forest Service using scaling certificates, and/or returned Product Removal Permits.

Contract Name: Grizz Stewardship

INSTRUCTIONS FOR COMPLETING TECHNICAL PROPOSALS

(i) Technical Approach

Technical Proposals must present sufficient information to reflect a thorough understanding of the requirements and a detailed description of the techniques, procedures, and program for achieving the objectives of the specifications/statement of work. Proposals which merely paraphrase the requirements of the Government's specifications/statement of work, or use phrases such as "will comply" or "standard techniques will be employed" will be considered unacceptable and will not be further evaluated.

(A) Describe your plan of operations for both product removal and stewardship project work including the timeline (start and completion dates) and the rationale for work activities. The plan should be based upon completion all contract requirements by the contract termination date.

Contractors are advised to review provisions K(T)-G(T).2.4#, K(T)-G(T).3.1.5#, K(T)-G(T).4.1#, and K(T)-G(T).4.2# in the sample contract for operational requirements and restrictions.

Describe your plan for removal of the Grn Bio Cv material (biomass). Bring in a chipper? Haul in log form? Haul with sawtimber? Deck on landing and remove later?? What location(s) will the biomass be delivered to?

State whether you agree to include Timber Subject to Agreement material as Included Timber with mandatory removal as part of the awarded contract. The removal of Timber Subject to Agreement is to be part of your plan of operation if it will be removed.

(B) Provide a quality control plan for product removal and service type restoration work items and the measures you will use to ensure the plan is followed. Provide a safety plan that discusses the multiple hazards inherent in the work identified in sample contract. The plan must include your monitoring of employee work and working conditions. Include mitigation measures in the safety plan.

(C) Describe your ability to complete the mulitude of activities listed within this project including product removal and all restoration type work activities. If multiple subcontractors will be used, describe your plan for managing all subcontractors

(D) Provide a list of equipment to be used on this project. Prepare a response to each of the **End Results** indicating how you will deploy and use your equipment and personnel, and/or subcontractors, in achieving the specified **End Results** (this is NOT asking for a logging plan).

(E) Describe your production capability to accomplish this project within the specified contract time. How many sides will you need to complete the required work?

(ii) Capability and Relevant Past Performance Information Sheet

(A) Submit a list of contracts from the last 3 years in which you have performed similar work. For each contract, provide:

1. Company Name
2. Contact Person, phone number, and email
3. Dates of Work on the contract
4. Work (Tasks) assigned and completed

Contract Name: Grizz Stewardship

Also, explain for each contract how well you met each of the following business and contractual functions:

1. Quality of Work - Demonstrated ability to perform services in accordance with contract specifications, and conformance to good standards of workmanship.
2. Customer Satisfaction - Satisfaction of end users with the contractor's completed products and services.
3. Timeliness of Performance - will be evaluated on compliance with delivery schedules; reliability; responsiveness to technical direction, no assessment of liquidated damages.
4. Business Relations - Effective management, ability to manage projects involving subcontracts, working relationship with the contracting officer and technical representatives, reasonable/cooperative behavior, flexibility, effective contractor recommended solutions, businesslike concern for government's interests. The offeror should provide information on problems encountered on the contracts and subcontracts listed and the corrective actions taken to resolve those problems. The Government may obtain information from existing contract files.
5. Cost Control - Ability to complete contracts within budget (at or below); reasonableness of price change proposals submitted, and providing current, accurate, and complete billings.

(B) Describe the experience of your key personnel who will be working on the the contract.

1. The Contractor shall assign to this contract the following key personnel: Contract managers and on-the-ground supervisors such as Overall Project Manager, Contract Representative, Logging Supervisor, Fuels Treatment Supervisor, Road Construction Supervisor(s) who will be supervising work in the timber removal specifications as well as other road work, maintenance and obliteration, and Individual Sub-Managers that will be supervising individual sub-contracts for work items not covered by personnel noted previously herein.

(C) Provide a list of subcontractors you propose to use on this contract and the work activities they will complete. Describe subcontractors' past performance and provide a list of similar contracts that each subcontractor has completed within the last three years.

(iii) Utilization of Local Workforce

(A) Describe the number of local workers you plan to hire, type of jobs (faller, loader operator, etc.), and planned length of employment each year under this contract.

(B) List your permanent places of operation.

(C) List the geographic location of your key personnel.

(D) List your subcontractors business address and County, and geographic places of operation.

(E) Benefit to Communities Within the Defined Local Area - the following sub-factor(s) will be used for evaluating benefits to the local community component:

1. Forest Products Processing in the Local Communities. Commercial timber, chips/biomass material and by-products all generate economic benefits to local communities. The flow of goods to local processors helps maintain or expand existing processing capacity. Please identify the mills and other facilities, and the estimated volume to each, which you will be delivering logs. Locations can be by species and/or products. Identify the ones that are within the defined local area in which you will deliver logs.

Contract Name: Grizz Stewardship

General Quality Control Plan

Quality Control is an important emphasis item for the Grizz Stewardship Integrated Resource Contract. Offeror are encouraged to develop an effective plan for ensuring that their operations are in compliance with all contractual requirements. Offerors should develop a General Quality Control Plan that addresses the following four questions:

1. How will quality be monitored to assure performance standards are met?

Project 001 - Additional Marking to Meet Prescription. The contractor is to take plots and collect listed information to determine compliance with end results. The contractor is to install 4 plots for units <20 acres in size, 1 plot for every 5 acres in units 20 to 100 acres in size, and 1 plot for every 10 acres in units >100 acres in size. Size of each plot is variable and will use a 10 basal area factor (BAF) to determine whether trees are in or out of the plot. The following information is to be collected for trees ≥ 7.0" dbh at each plot;

Unit Number
Plot Number
Tree Number (as recorded first tree from the north; numbers do not need to be noted on tree)
Tree Species
DBH measured at 4.5 feet above the forest floor on the uphill side of the tree. Ocular estimate is acceptable for trees 8.0" to 20.0" dbh. Measure trees <8.0" dbh and ≥ 20.0 dbh with a diameter tape.

Painted trees – note whether the tree on plot has leave tree paint (orange or yellow paint) or no paint. Tree type, noting whether the tree on plot is: specified as "leave all" in the DxPre Table Col. 3; specified as "Do not leave" in the DxPre Table Col. 3; unsuitable per Section V; Most Desirable per Section II, C1; or Less Desirable per Section II, C2.

Contractor is to describe how the placement of plots will be determined to have the required number of plots in each DxPre unit. This will be approved by the Forest Service. Plots centers will be monumented with 12 inch stake and red flagging. "Unit - plot number" are to be written on the stake. A strip of red flagging is to be tied to brush above the plot center.

Data is to be entered into an excel spreadsheet compatible with Forest Service computers. See the following sample of the required data entry format. Completed plots will be given to the Contract Administrator at the end of each week.

Grizz Stewardship - Project 001

Data collection requirements and format

Contractor _____ Inspected by _____

Date _____

Instructions: use 10 BAF to measure live trees ≥ 7.0" dbh and record info below.

Unit Number	Plot Number	Tree Number	Species 1/	DBH 2/	Painted tree 3/	Tree Type 4/	Notes (use as needed)

1/	Enter species abbreviation. 'AF' subalpine fir, 'CO' cottonwood, 'DF' Douglas-fir, 'ES' Engelmann spruce, 'GF' grand fir, 'LP' lodgepole pine, 'QA' quaking aspen, 'PB' paper birch, 'PP' ponderosa pine, 'RC' western red cedar, 'WH' western hemlock, 'WL' western larch, 'WP' western white pine.
2/	Ocular estimate is acceptable for trees 8" to 20" dbh. Measure trees <8" dbh and ≥ 20" dbh with diameter tape.
3/	Enter 'Y' if tree is painted for leave or 'N' if not painted for leave. Leave trees have orange or yellow paint.
4/	Enter 'L' if tree is specified as "Leave all" in the DxPre Table Col. 3.
	Enter 'X' if tree is specified as "Do not leave" in the DxPre Table Col. 3.
	Enter 'U' if tree is unsuitable per Section V.
	Enter 'MD' if tree is Most Desirable per Section II, C1
	Enter 'LD' if tree is Less Desirable per Section II, C2

Contract Name: Grizz Stewardship

Project Number 002 – Mechanical Mastication Understory Thinning. The contractor is to take plots and collect listed information to determine compliance with end results. The contractor is to install 1 plot for every 5 acres in the unit. Size of each plot is 1/50th of an acre. Discrepancies/Deficiencies from FS Inspections will result in Plot Intensity Level from 1 plot per 5 acres to 1 plot per acre to assure quality control. The following information is to be collected at each plot;

Plot Number
Number Trees to be left
Number of trees left
Satisfactory Trees
Number of trees deficient
Number of trees excess
Is slash continuous?? Yes or No on each plot.

Data is to be entered into an excel spreadsheet compatible with Forest Service computers. See the following sample of the required data entry format. Completed plots will be given to the Contract Administrator at the end of each week.

Grizz Stewardship - Project 002

Data collection requirements and format

Contractor_____ Inspected by _____

Unit _____ Date _____

Plot Number	Number Trees to be left	Number of trees left	Satisfactory trees	Number of trees deficient	Number of trees excess	Is slash continous? (Y or N)
1						
2						
3						

Contractor is to describe how the placement of plots will be determined to have the required number of plots in each DxPre unit. This will be approved by the Forest Service. Plots centers will be monumented with 12 inch stake and red flagging. "Unit - plot number" are to be written on the stake. A strip of red flagging is to be tied to brush above the plot center.

The Contractor is to describe the quality control process to collect the data and how often it will occur, i.e. is your field representative going to take some extra time every day/once a week to review all aspects of quality control? How often will these inspections be done? How will the results be documented? How often will these inspections be done? Who will be responsible for the required paperwork and its submission to the Forest Service?

Contract Name: Grizz Stewardship

Confinement and mitigation to inside the Payment Unit boundaries of surface erosion and sediment coming from new and/or existing landings, skid trails, skyline corridors, and temporary roads. Contractor is to inspect and monitor the following items; have the skid trails been properly water-barred with run out areas into the stand, slash correctly placed on skidtrails and/or corridors as required in the contract, exposed soil has been seeded and mulched to specs, etc. The Contractor is to describe the quality control process to collect the data and how often it will occur, i.e. is your field representative going to take some extra time every day/once a week to review all aspects of quality control, or will the Contractor rely on every worker to do their job properly? How often will these inspections be done? How will the results be documented? How often will these inspections be done? Who will be responsible for the required paperwork and its submission to the Forest Service?

Impacts to Soils. Contractor is to inspect and monitor that no more than 20% of units acres have been compacted, displaced or disturbed, harvesting equipment has operated on a slash mat, soil has not rutted greater than 6 inches deep and longer than 10 feet, has harvesting equipment moved straight up and straight down slopes, etc. The Contractor is to describe the quality control process to collect the data and how often it will occur, i.e. is your field representative going to take some extra time every day/once a week to review all aspects of quality control, or will you just rely on every worker to do their job properly? How often will these inspections be done? How will the results be documented? How often will these inspections be done? Who will be responsible for the required paperwork and its submission to the Forest Service?

Damage to Leave Trees. Contractor is to inspect and monitor to ascertain that damage to leave trees is less than 5% of the leave trees, and includes broken tops, sprung tree roots, and others. The Contractor is to describe the quality control process to collect the data and how often it will occur, i.e. is your field representative going to take some extra time every day/once a week to review all aspects of quality control, or will you just rely on every worker to do their job properly? How often will these inspections be done? How will the results be documented? How often will these inspections be done? Who will be responsible for the required paperwork and its submission to the Forest Service?

2. <u>How will the quality control work be supervised?</u>

This is the next higher level of supervision, i.e. how will the Contractor's Rep type supervise the Field Rep's work? How often can we expect the CR to be there? Will the CR do a sample inspection as well, e.g. "once a week the Contractor's Rep will review the results of the quality monitoring for that week (written or verbal) with the Field Rep and do a walk through sample inspection of the completed area to discuss and verify quality control inspections. If there are problems that were not identified by the Field Rep what will be done? (the FR says "everything looks great" and you find that an obvious problem with orange painted trees cut… someone's not doing their quality control job).

3. <u>How will results of the monitoring be used to ensure quality performance?</u>

If the inspections indicate a problem, how will that be addressed? For example, "The Field Rep will review the problem with those that did the work, require that it be reworked before further work is done (if it can be corrected), and inspect the next batch of work more frequently until it is determined that the problem is corrected. The Field Rep will report quality issues to the next higher level (Contractor's Rep) and to the Forest Service contract administrator".

4. <u>Identify, by work activity, the personnel responsible for performing quality control?</u>

As described above, the Contractor's Rep supervising overall quality control will be_____.

The Field Rep for Monitoring and Inspecting for Project 001 – Additional Marking to Meet Prescription will be _____.

The Field Rep for Monitoring and Inspecting for Project 002 – Mechanical Mastication Understory Thinning will be ____ _____.

Contract Name: Grizz Stewardship

The Field Rep for Monitoring and Inspecting for Project 003 – Culvert Replacement will be _____.

The Field Rep for Monitoring and Inspecting confinement and mitigation to inside the Payment Unit boundaries of surface erosion and sediment coming from new and/or existing landings will be_____.

The Field Rep for Monitoring and Inspecting Impacts to Soils will be _____.

The Field Rep for Monitoring and Inspecting Damage to Leave Trees will be _____.